

MINUTES OF MEETING

TOWN OF LINCOLN HOUSING AUTHORITY

BOARD OF COMMISSIONERS

March 23, 2005

The meeting was called to order at 6:00 PM by Chairman Joseph Garvey at the Manville Manor Community Room, 155 Church Street, Manville, Rhode Island.

Mr. Garvey welcomed everyone to the meeting and led the Pledge of Allegiance.

PRESENT:

Joseph Garvey, Chairman; Rita Turcotte, Vice Chairman, Lois Bryant, William Peppes and Paul St. Germain, Commissioners. Also in attendance were Aime J. Brissette, Executive Director, Rebecca Dawes, Assistant Director; and Thomas J. Fay, Legal Counsel.

ABSENT:

Arthur Fletcher, Commissioner.

APPROVAL OF MINUTES:

The Minutes of the March 3, 2005 Meeting were reviewed. A motion to approve the Minutes as presented was made by Ms. Bryant and seconded by Mr. St. Germain. The motion was approved unanimously.

SECRETARY'S REPORT:

The Executive Director reported that there are 314 names on the public housing waiting list. There were 12 new applications received last month. There are three vacancies. There are 114 participants in the Voucher Program, and 71 names are on the waiting list.

Mr. Brissette indicated that a \$2,000 legislative grant has been received by the LHA, and the funds will be used for resident services.

Mr. Brissette noted that HUD regulations require an energy audit be conducted every five years, and he has been discussing with other housing authorities the possibility of entering into a cooperative agreement to issue the RFP as a group in order to lower the costs associated with the audit.

Mr. Brissette announced that the Section 8 Coordinator was terminated for cause, and she has requested an appeal to the Board of Commissioners at the April meeting. After brief discussion about the appeal process, a motion to deny the appeal was made by Mr. St. Germain and seconded by Mr. Peppes. The motion was approved unanimously.

Mr. Brissette announced that William Lima, Maintenance Staff, has left for another position. An offer to fill that vacancy has been extended to a candidate. A clerical temporary employee has been hired to help update the Policy and Procedure Manual.

Mr. Brissette noted that April is apartment inspection month, and inspections have been scheduled.

MINUTES OF MEETING

TOWN OF LINCOLN HOUSING AUTHORITY

BOARD OF COMMISSIONERS

March 23, 2005

Page 2

Mr. Brissette noted as follow-up to the discussion at the previous meeting regarding changes to the Section 8 program, the LHA denied two portability requests this week for participants seeking to leave this area for a higher-rent area. Mr. Garvey stated that the LHA may, at some point in the future, entertain disbanding the Section 8 program.

Mr. Brissette stated that a conference is scheduled for May in Reno, Nevada, and inquired whether anyone would be interested in attending.

Mr. Brissette also reported on a number of staff initiatives and resident activities that recently occurred.

UNFINISHED BUSINESS:

The Chairman indicated that the next item of business would be final

approval of a Resolution to amend the LHA Admissions and Continued Occupancy Policy. A motion to adopt a Resolution regarding the eviction of over-income tenants was made by Mr. St. Germain and seconded by Ms. Bryant. The motion was approved unanimously.

(RESOLUTION NO. 561)

The next item of business was the approval of the rescheduling of the Board retreat to May 7. A motion to reschedule was made by Mr. Peppes and seconded by Ms. Bryant. The motion was approved unanimously.

NEW BUSINESS:

The Chairman indicated that the next item of business would be the approval of attendance at the Martha's Vineyard conference. A motion to approve several Commissioners' attendance at the conference was made by Mr. St. Germain and seconded by Ms. Bryant. The motion was approved unanimously.

The next item of business was a preliminary vote on the adoption of RIGL Smoke Free Regulation into the LHA Policies. A motion to adopt the new Regulation as presented into the LHA Policies was made by Ms. Bryant and seconded by Mr. Peppes. The motion was approved unanimously.

The next item of business was a preliminary vote to approve a smoke

free amendment to the Lease. A motion to approve the amendment was made by Mr. St. Germain and seconded by Mr. Peppes. The motion was approved unanimously.

The next item of business was a preliminary vote to approve a duplicative program participation amendment to the Lease. A motion to approve the amendment was made by Mr. St. Germain and seconded by Ms. Bryant. The motion was approved unanimously.

MINUTES OF MEETING

TOWN OF LINCOLN HOUSING AUTHORITY

BOARD OF COMMISSIONERS

March 23, 2005

Page 3

The next item of business was a preliminary vote to approve a harassment amendment to the Lease. A motion to approve the amendment was made by Mr. St. Germain and seconded by Ms. Bryant. The motion was approved unanimously.

The next item of business was a preliminary vote to approve an amendment to the Tenant Damages Policy. A motion to approve the amendment was made by Ms. Bryant and seconded by Mr. Peppes. The motion was approved unanimously.

The next item of business was a preliminary vote to approve an

amendment to the Personnel Policy regarding flex time. Discussion ensued regarding the benefits of a five-day, 40-hour work week versus a four-day, 40-hour work week. A motion to deny approval of the amendment was made by Mr. Peppes and seconded by Mr. St. Germain. The motion was approved unanimously.

The final item of business was a preliminary vote to adopt a Resolution to enter into a cooperative agreement to secure a firm to provide energy-related services. A motion to adopt the Resolution was made by Ms. Bryant and seconded by Mr. Peppes. The motion was approved unanimously.

(RESOLUTION NO. 562)

Commissioner John Rowan entered the meeting and announced that he had resigned effective immediately as he is moving to Florida. The Commissioners thanked him for his many years of services, and wished him well in the future.

EXECUTIVE SESSION

By a motion made by Mr. St. Germain and seconded by Ms. Bryant and on a roll call vote, the Commissioners approved the motion to adjourn to Executive Session at 6:40 PM under Section 42-46-4, Closed Meetings, more specifically, 42-46-5(5), Real Estate, and 42-46-5(4), Subpoena regarding lead paint litigation.

By a motion made by Mr. Peppes and seconded by Ms. Bryant and on

a roll call vote, all Commissioners voted to reopen the meeting to continue the Town of Lincoln Housing Authority regular business. The Executive Session adjourned at 6:50 PM.

A motion to seal the Minutes of the Executive Session was made by Mr. Peppes and seconded by Ms. Bryant. The motion was approved unanimously.

A motion to adopt a Resolution to authorize the application for funds was made by

Mr. St. Germain and seconded by Ms. Bryant. The motion was approved unanimously.

(RESOLUTION NO. 563)

MINUTES OF MEETING

TOWN OF LINCOLN HOUSING AUTHORITY

BOARD OF COMMISSIONERS

March 23, 2005

Page 4

ADJOURNMENT:

There being no further business, a motion to adjourn the meeting at 6:50 PM was made by Mr. Peppes and seconded by Ms. Bryant. The motion was approved unanimously.

Respectfully submitted,

Patricia A. Martins

Recording Secretary of the Board